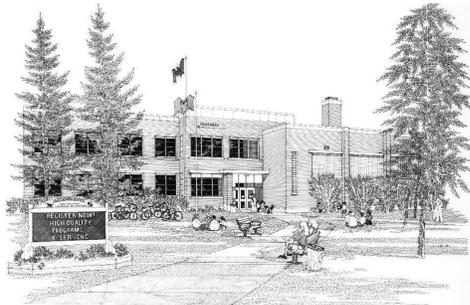


McKernan SCHOOL

2016 - 2017

PARENT – STUDENT HANDBOOK



**11330 – 76 Avenue
Edmonton, Alberta T6G 0K1
Phone: 780 435-4163
Fax: 780 438-6049
E-mail: mckernan@epsb.ca
mckernanattendance@epsb.ca**

INTRODUCTION

Welcome to McKernan School, which officially opened on November 28, 1952. It was named after the McKernan family, who established a farm in the area in the late 1800's. There was an addition made to the building in 1973, and an extensive modernization was completed in 1993. The school has continued to have a tradition of excellence in all programs from kindergarten to grade nine. Our K-9 English, English Honours 7 -9 classes, French Immersion K -9, Late Immersion 7-9, Spanish Bilingual Program 7-9, Extensions: Gifted and Talented 1-9 and Fine Art and Practical Complementary Courses have a reputation for excellence. Our school colours are royal blue and gold, and our mascot is the "Mustang".

At McKernan School:

- We believe that all students can learn and achieve.
- We believe that all students can be successful learners.
- We believe that students have a right to a high quality education.
- We believe that teachers and parents work together in partnership

District Principal Message:

Welcome to the 2016-17 school year! It is my privilege to be the principal of McKernan School, a school with a long tradition of excellence! Over the past four years we have provided technology appropriate for the 21st Century including school-wide Wi-Fi, Smartboards and three carts of Chromebooks. Teachers are beginning to use Google Apps and Google Classroom as a tool for learning.

This year I am looking forward to meeting new parents and continuing to develop strong, trusting relationships with returning families. As educators, we appreciate that you trust us with your most precious possession – your children. The staff and I are committed to providing teaching and learning environments that will emphasize the 'Love of Learning' as a life long journey.

For families new to McKernan, my first passion was music. I completed a Bachelor of Music Degree in piano performance at the University of Alberta with Professor Alexandra Munn. She was a fantastic teacher – someone who envisioned greatness in every student and ensured all students performed above the expected. This is a philosophy that has served me well to this day. If we believe that students can learn, then it is our duty to ensure that they reach their Personal Best. Subsequently, I completed a Professional Diploma After Degree in Education and a Masters Degree in Policy Studies.

My experience includes my first assignment at McKernan School as a Band and Humanities teacher. There is no better profession than teaching children! I feel lucky to have found my passion. My leadership career began with an assistant principalship at Parkdale School followed by principalships at Sifton Elementary, Principal at Large for EPSB, Steele Heights

Junior High School, Dan Knott Junior High School, John D. Bracco Junior High and now back home to McKernan Elementary - Junior High School.

Our student count is presently 805; a significant increase from the spring projection. The final number will be accurate by September 30.

For 2016 - 2017 we are welcoming our returning staff and the following new staff:

- Chelsea DePape, Science Junior High English
- Kristin Cline, Science Junior High French Immersion and English
- Peng Wu, Extensions Elementary Science
- Naomi Roberts, Language Arts Division One Extensions
- Brittany Serafini, Language Arts, Social Studies and Physical Education Junior High
- Oralia Ahtzener, Junior high Spanish Bilingual
- Rosalee Warner, Division One Music and Language Arts Grade 6
- TBA Social Studies and Math Junior High
- Darrel Simmt, Construction Teacher Junior High

Looking forward to seeing everyone on Thursday, September 1!

Yours in Partnership and Education,

Mary-Lou Cleveland B.Mus.M.Ed. Principal, Francisco Gavia Assistant Principal, Ward Patterson Assistant Principal

District and School Priorities 2014-2018

District

1. Foster growth and success for every student by supporting their journey from early learning through high school completion and beyond.
2. Provide welcoming, high quality learning and working environments.
3. Enhance public education through communication, engagement and partnerships.

McKernan School

- a. Professional development and application will focus on staff working together to co-construct common assessments in both literacy and numeracy in all divisions. This skill will be transferred to the classroom so teachers can engage students in co-constructing criteria as a tool for self-assessment.
- b. Goal Setting will be a focus to support students in their self-assessment journey and reaching their personal bests.
- c. Monthly Staff Meetings will continue to be dedicated for collaboration with an emphasis on both subject and grade.
- d. McKernan will continue to support and engage with parents and community members as partners in education. Our community networks include: EverActive, Community Connect, Garden and Healthy Eating, Running Club, Extensions Parents Network, Study Buddy Programs, Science FUNDamentals, WISEST, Partnerships for off campus learning experiences, presentations and demonstrations with the University of Alberta and Grant MacEwan University.

Our Values:

Align with the District's Cornerstone values of Accountability, Collaboration, Equity and Integrity.

School Act
April 1, 2002

Students: Section 12 - a student shall conduct himself or herself so as to reasonable comply with the following code of conduct

- be diligent in pursuing the students studies;
- attend school regularly and punctually
- co-operate fully with everyone authorized by the board to provide education programs and other services;
- comply with the rules of the school;
- account to the student's teachers for the student's conduct;
- respect the rights of others

Suspension; Section 24

- (1) A teacher or a principal may suspend a student in accordance with the subsection (2) or (3) if in the opinion of the teacher or principal
 - the student has failed to comply with section 12, or
 - the student's conduct is injurious to the physical or mental well-being of others in the school
- (2) A teacher may suspend a student from one class period.
- (3) A principal may suspend a student
 - from school
 - from one or more class periods, courses or education programs, or
 - from riding in a school bus
- (4) A principal may reinstate a student suspended under subsection (2) or (3).
- (5) When a student is suspended under subsection (3), the principal shall
 - forthwith inform the student's parent of the suspension
 - report in writing to the student's parent all the circumstances respecting the suspension
 - if requested, provide an opportunity to meet with the students parent and the student if the student is 16 years of age or older, to discuss the reasonableness of the suspension.
- (6) If the student is not to be reinstated within 5 school days after the date of the suspension, the principal shall
 - forthwith inform the board of the suspension, and
 - report in writing to the board all the circumstances respecting the suspension and the principal's recommendations, and the students remains suspended until the board has made a decision under subsection (8).
- (7) The principal may recommend that the board expel the student if
 - the student as displayed an attitude of willful, blatant and repeated refusal to comply with section 12, or
 - the student's conduct is injurious to the physical or mental well-being of others in the school.
- (8) The board shall within 10 days after the date of the suspension
 - reinstate the student, or

- expel the student from the school in accordance with section 25

Click here: [For a copy of Edmonton Public Schools “Guide to Student Assessment, Achievement & Growth 2014 - 2015; Grades K-9 \(McKernan\)”](#)

For a list of important dates and events please refer to [Schoolzone](#).

Building a Community Together

Student behaviour is influenced by the teaching and learning environment. To establish a welcoming environment in our school, we as educators recognize the power of relationships by meeting and greeting students in order to get to know them as persons. In our school and our classrooms we demonstrate a respect for learning by providing a clean, organized, and visually inviting space.

In the first week of September, school and classroom rights and responsibilities as well as habits and routines are being shared, discussed, and posted. **McKernan has established Six Pillars: Respect, Responsibility, Citizenship, Caring, Integrity, Dignity**. All of us want our children to be responsible, respectful and contributing citizens. To help our students demonstrate these tenets, teachers and administrators are purposefully establishing habits and routines to ensure the teacher/learning environment is maximized, safe, and efficient.

McKernan teachers have already determined the most Essential Learning Outcomes of their subject’s curriculum as “I Can” statements. These important learning objectives will be shared at the beginning of every lesson in student-friendly language.

Relationships are key! Students feel more comfortable taking learning risks, if their relationships are strong with the teachers and their peers. We also recognize that strong relationships with parents are essential. Get ready for a **Personal invitation to the Parent BBQ which will be on Thursday, September 22 to be extended by your child’s Homeroom teacher.**

Celebrations of students include:

- Photo Displays, Celebration Displays, and Student Work Displays
- School wide activities include the McKernan 5 Km Run, Carnival, Aboriginal Celebrations along with Dress-up/Fun Days
- Philanthropy Projects - have included raising \$10 000 for The Stollery, working with Ronald McDonald House, Mustard Seed Lunches, and Senior Buddy Program.
- Representative Student Council gives students a voice to provide feedback as well as an understanding of governance.
- Curriculum based field trips also build community. Some examples include McKernan Band Camps, Drama Performances, Second Language Trips, Science trips to Telus World of Science, University of Alberta, River Watch, and Math and Science fairs.
- Student recognition in the school and classroom that is authentic builds capacity. Students know and appreciate when recognition is deserved. [SchoolZone](#) News Flashes recognize students for excellence in and outside of the school. The recognition program this year will include McKernan Pillar Friday Referrals for students nominated by their teacher or any staff member. Students will have a conversation with an administrator

and a positive phone call or email home. Their names will be placed in an assembly draw.

- Teachers provide classroom recognition through verbal acknowledgement, stickers (even junior students enjoy a sticker), positive notes, and parent communication..

As staff members, we understand that we are role models for our students. All of the professional staff is bound by the ATA Professional Code of Conduct. As teachers we realize the importance of respectful language and expect our students to use respectful language in the school.

Establishing a safe learning environment in the classroom requires professional staff to have a Classroom Positive Behaviour Plan with clear expectations. Guiding principals for management include:

1. Knowing that fair is not always equal,
2. Recognizing the needs of the individual and the class,
3. Using natural consequences – behaviour and consequences are aligned,
4. Using strategies to deescalate potential power struggles.

To accomplish this important work of creating a safe learning environment, teachers use the following strategies and protocols:

- a. Low Level Interventions:
 - i. Eye contact, use of the pause, proximity, private conversation
 - ii. Verbal warning
 - iii. Teacher-initiated seat change
 - iv. Parent contact
- b. Interventions for Behaviours that interfere with teaching and learning:
 - i. Student is moved to a buddy' classroom for a time-out
 - ii. Student must see the teacher after school for resolution and future success plan
 - iii. Ongoing concerns require parent contact and support to ensure a quick, timely resolution and success plan
- c. Continuous inappropriate behaviours that interfere with teaching and learning:
 - i. Administrators make a decision in regard to consequence: one class suspension, teacher/administrator conference, teacher-student-administrator round table, and/ or parent contact/conference, and/or in-school suspension.
- d. Administrator In –School or Out of School Suspension - Level 3
 - i. Parents are informed
 - ii. In –School and/or Out of School Suspensions for continuous chronic behaviours that interfere with the teaching and learning environment require evidence of intervention and communication with stakeholders.
 - iii. Out of School suspension for serious, stand alone incidents of behaviour and conduct that affect the safety of students and/or staff ie: physical assaults, alcohol or drugs, and using or threatening to us any item as a weapon that could cause injury.

2016 / 2017 HOURS OF OPERATION

	ELEMENTARY	JUNIOR HIGH
SUPERVISION BEGINS	8:15 A.M.	8:00 A.M.
A.M. FIRST BELL	8:25 A.M.	8:25 A.M.
CLASSES BEGINNING	8:30 A.M.	8:30 A.M.
MORNING RECESS	10:00 A.M TO 10:19 A.M.	
LUNCH RECESS DISMISSAL	11:25 A.M.	
LUNCH (IN SMALL GYM) Div. 1	11:25 A.M. TO 11:50 A.M.	
LUNCH (IN SMALL GYM) Div. 2	11:50 A.M. To 12:15 P.M.	
LUNCH (IN SMALL GYM) Div 3	12:20 P.M. TO 1:10 P.M.	
P.M. ASSEMBLY TIME	12:15 P.M.	1:19 P.M.
AFTERNOON RECESS	1:18 P.M. TO 1:37 P.M.	
AFTERNOON DISMISSAL	3:10 P.M.	3:00 P.M.

Front Doors are open at **8:00 am**, there is no official supervision in the building till 8:00 am.

After school, all students are to be on their way home by **3:30 p.m.** unless they are involved in a supervised classroom or extra-curricular activity.

School Office hours are from 8:00 am to 4:00 pm

Parents are always welcome! Parents who require appointments after regular school hours will be accommodated through scheduled appointments by email McKernan@epsb.ca or directly to the [principal mary-lou.cleveland@epsb.ca](mailto:principal_mary-lou.cleveland@epsb.ca) or by telephoning the front office 780-435-4163

Parents who drive their children to school are asked to drop their children off and pick them up in the **drop-off area on 76th Avenue**. **Due to safety concerns, there is no access for parents in the staff parking lot.**

Attendance and Illness:

In the case of an accident, first aid will be administered as needed, and parents will be contacted if possible. Parents are asked to provide **Alberta Health Care numbers**, email address and telephone numbers and an emergency contact to call if parents cannot be reached. Teachers and administrators will act in "Loco Parentis" until a parent is contacted.

- Students are expected to attend school every day and to arrive on time, unless they are ill, celebrating a religious holiday, or absent for some other unavoidable cause.
 - Regular attendance is the responsibility of the student and the parent. School staff will assist whenever possible.
 - When a child is going to be absent from school, the parents should email McKernanattendance@epsb.ca. Students are considered late to school if they are not in their classroom at 8:30 am.
 - Students who arrive after 8:40 am are now late and must obtain a late slip from the general office before they are admitted to class for the first or subsequent block during the day.
 - Students who are too sick to participate in school activities are usually too sick to attend school.
 - Parents or guardians should pick up their children at the school office if they are to leave the school during class time. Should it be necessary for a student to leave school during regular class time for medical, dental or other valid reasons, parents are asked to email McKernanattendance@epsb.ca, telephone or send a note indicating the time the student needs to leave the school. This note should be shown to the classroom teacher and then be presented to the office where the student will sign out. **Under NO circumstances is a student to leave the building during class time without permission from the office.**
- Ensuring our students safety once they enter the building means students require parent permission before leaving the building during regular school hours.**
- If a student becomes ill during the school day, the student should seek permission from the classroom teacher to report to the office. If the student is too ill to remain at school, office staff will contact parents to make arrangements.
 - To be excused from Physical Education class, a student **must** produce a **medical certificate** from a doctor or be involved in high level elite athletic training.
 - Students are responsible for catching up on all work they miss when they are absent, regardless of the reason.
 - Students who go on holidays for more than three consecutive school days will be responsible for learning concepts and completing assignments using **SchoolZone** or after they return.

McKernan SCHOOL

September 2016

Before and After School Protocol:

Due to the large number of students enrolled at McKernan School for the 2016 - 2017 school year:

- All students should not arrive before 8:00 am (Supervision begins) unless they are involved in a supervised classroom or extra-curricular activity.

and

- All students should be picked up or heading home no later than 3:30 pm, unless they are involved in a supervised classroom or extra-curricular activity. Once students' extra-curricular activities are concluded they must leave the school or be picked up.

On the rare occasion a student has to stay past the requested time, please inform the office.

Thank you.



Mary-Lou Cleveland
Principal



Ward Patterson
Assistant Principal



Francisco Gaviria
Assistant Principal

Student Consumable Costs:

A list of consumables required for students is provided in the first week of September. Payment may be made using Debit, Credit or Cash only to our Financial Administrative Assistant Loretta Lefebvre in September. These modes of payment are cost effective. Any parent who requires an alternate financial arrangement should contact the principal.

- Fees can be processed over the telephone with the Administrative Assistant for Finances, Loretta Lefebvre using a major credit cards.
- Students should not bring excessive amounts personal money to school. The school is not responsible for loss of money or personal property from lockers. We have been very successful in finding and returning lost items
- If money needs to be sent with students place in envelope with student's name and homeroom written on the outside
- **NEW: Fieldtrip Fees will be assessed for individual trips as they are scheduled.**

Junior High Consumable (7 - 9)

You will be notified about fees related to complementary option courses. Consumable costs are levied for field trips, sport team costs, and special projects that go beyond regular curriculum expectations.

Lunch: Elementary and Junior High Lunch Fees

- **NEW: Elementary \$ 9:60 per month. Due to our increased population Division One and Two will have a staggered lunch time. The Milk Fee has been reduced to \$10.00 - white milk only.**
 - Division One (Grades 1-3) 11:25 -11:50 Am for Lunch followed by recess from 11:50 - 12:15 P.M.
 - Division Two (Grades 4-6) Recess 11:25 - 11:50 A.M. followed by Lunch 11:50 - 12:15 P.M.
- **NEW: Junior High Lunch \$8:00 per month**
12:20 - 12:50 P.M. followed by Recess 12:50 - 1:19 P.M.
- Students are encouraged to bring healthy lunches from home.
- Students eat in the South Gym where table, chairs and microwaves are available. Lunch room personnel are hired to provide supervision
- Elementary students who stay for lunch are not permitted to leave the school grounds at noon.
- Although Junior High Students have access to the school store for items like hot soup, it is not intended to provide lunch on a regular basis. It is intended for students to use when they have forgotten their own nutritious lunch.
- Junior High Students have the privilege of leaving the school grounds at noon. It is expected that all students will respect the property and privacy rights of residents in the community at all times. Streets and lanes close to the school will be monitored by the school administration to ensure that students desiring fresh air in the community are

demonstrating appropriate behaviour and are not loitering. Students are not allowed to use the alleys as gathering areas. **Students need to be back on time for classes.**

- Everyone is responsible for cleaning their own eating area
- The lunch break of 50 minutes for Elementary and 50 minutes for Junior High allows enough time to eat their lunch and then enjoy time outside before their afternoon classes.

Lunch privileges for any student may be suspended if the student's behaviour during the lunch break is not acceptable.

Bus Transportation:

Edmonton Transit -

- English Elementary (K-6:) \$55/ month or \$470/year.

Attending a school other than the designated school.

- French Immersion Elementary: \$30/month or \$240/year.
- All Junior High students \$55/month or \$470/year

**Replacement bus passes are \$69.

Yellow Bus for French Immersion and Extensions

- Elementary (1–6): \$30/month or \$240/year

**Replacement bus passes are \$6.

Yellow bus conditional riders

K-9: \$55/month. There is no yearly pass.

**Replacement bus passes are \$6.

Monthly Edmonton Transit bus passes are sold in the office on the last two days and the first two days of each month. Bus passes may be purchased by Debit, Credit or cash. Students are reminded that bus passes are non-transferable and are not to be loaned to other students.

Digital Devices – 21ST Century Literacy:

Cell Phones are powerful devices. Students are expected to use any digital device respectfully. Here are the standards:

1. Cell phones may be used before classes begin, at lunch, during the 8 minute break and after school.
2. Teachers decide how cell phones/digital devices are to be managed in their individual class
 - a. Texting, gaming and/or any other non related school use is not appropriate during class.
 - b. Cell phones should be placed in silent mode during class
 - c. Inappropriate use of digital devices will result in confiscation and/or loss of privilege
3. Digital devices are the responsibility of the student
4. Students are **NOT** allowed to take pictures of students without their permission. This is against the Freedom of Information and Privacy Act.

Cold Weather Policy:

Recess for elementary school students is a time to provide a break from regular school routine, a chance to get some fresh air and run off excess energy. Therefore, recess will be cancelled only when the temperature drops below -23° Celsius, there is a severe wind chill, or it is raining heavily. Whenever recess is cancelled, students are given an inside break and are dismissed at regular dismissal times.

Communication with Parents:

Trusting relationships between the professional staff and parents is essential. Knowing that education is a shared responsibility between the school and the home, open communication between administrators, teachers and parents is our priority. Parents are encouraged to contact the school at any time to share information or express concerns. The following forms of communication are available:

- ◆ Telephone calls and email messages – our standard is a response within 24 hours and not longer than 48 hours. School Administrators receive email on digital devices everyday. Administrators may be contacted directly: mary-lou.cleveland@epsb.ca, francisco.gaviria@epsb.ca ward.patterson@epsb.ca or mckernan@epsb.ca
- ◆ Appointments are scheduled through the Front Office Administrative Assistant Mrs. Pat Nagy Pat.Nagy@epsb.ca ext 300 or Mrs. Linda Bonny Linda.Bonny@epsb.ca extension 303.
- ◆ **SchoolZone:** School News/ Messages from the Principal will be updated weekly or as information becomes available. Check for information under the Banners: K-9 News, Junior High News, Elementary News, Parent Advisory Council News and Athletics.
- ◆ **SchoolZone:** Class News includes timely teacher information through: News, Homework, Assignments and Tests, and Events.
- ◆ **School Zone** provides information on attendance, news of school and district events, achievement results, timetables and access to on line educational resources. To access **School Zone** a unique User ID and Password is issued by the school for the parent and student. If any junior high parents do not yet have this information they are to complete a "Request for EPS School Zone Account" registration form. (form available from the office) for parents new to **SchoolZone** join us on Thursday, October 1st at 7:00 pm
- ◆ Parent Meetings, and round-tables can be scheduled through the Front Office. Term parent-Student-Teacher Conferences are scheduled by using our electronic Conference Manager.

Counselling Services:

Counselling is available through Inclusive Learning on a priority basis. Though limited, it is available for critical incidents related to personal, family or other emotional issues.

The administration can make referrals with parent consent to a school psychologist, reading specialist, social worker, or health nurse through Inclusive Learning.

School Administration is available in regards to homework, marks, school programs, high school registration, special class placement, career planning and/or school rules

Dress Code:

Students are expected to dress in clean clothing that will be appropriate and respectful.

- **Elementary students** are expected to have indoor shoes which are not worn outside.
- **Students** are expected to dress appropriately ensuring that no peer or staff would be uncomfortable or offended by their attire. Students must have footwear on at all times. **Attire that impedes a wide range of movement or provides too much information are examples of inappropriate clothing. Low slung pants that reveal under garments, or low cut tops that are too revealing for the context of work are other examples The bottom line is that school is the professional work place for students. Any slogans need to be respectful. Head wear should not be worn except for medical or religious reasons in the school**
- Junior high students are required to have a change of clothing and proper footwear for physical education class, as outlined by their physical education teacher. Weekly **laundering of athletic items** ensures that the learning environment is comfortable for everyone.
- Students are expected to store jackets, large back packs, and head gear in their locker and not wear them inside the school. String bags have been provided to students in grade seven to carry two blocks' worth of materials to class.

Emergency Procedures:

To ensure that students know how to act quickly and without confusion in case of emergency, fire drills will be held several times throughout the year. It is important that the building be evacuated quickly and quietly. Instructions are posted in each room regarding exits to be used. The school has an emergency plan in place for other emergencies that may occur. Any parents who would like to see the Emergency Plan can ask to do so at the school office.

Extra-Curricular Activities:

Elementary

Several student clubs operate at recess or lunch time. Some of these clubs are:

- Intramurals
- Running Club
- Journal Games
- Cricket
- Chess
- Art Club
- Choir
- Handbells Junior and Senior
- Garden Club
- Tree Club

Junior High

McKernan School is an active place. Several school activities are planned by the Leadership Classes. Student Representative Council will continue in 2015-16. Students have the option to participate in a variety of clubs including: Drama Club, Life Club, LBGT Club, Community Support Club and others.

McKernan School is well known for its success in interschool competitions. The famous MUSTANGS compete in:

- Badminton
- Cross Country
- Track and Field
- Curling
- Wrestling
- Basketball
- Soccer
- Volleyball
- Cricket
- Slowpitch

Other school events include

- Awards Day
- Grade Nine & Six Celebration
- Publication of the Write Stuff
- 1-3-5 Km Run October 2nd and May 1-9
- Band Concerts
- Charity Fundraisers
- Year Play
- Leadership Activities
- September BBQ (meet the teacher)

The school and groups within the school sponsor a variety of activities and fundraising initiatives. All of these require a sponsoring teacher and approval from the administration.

Field Trips:

Field trips are an important part of learning. Teachers try to include suitable field trips into their instructional plan. Permission slips will be sent home before each field trip indicating the purpose, cost, mode of travel, and other requirements for the field trip as well as the need for volunteer assistance. These permission forms must be returned with a parent/guardian signature in order for the student to participate.

No student will be refused the right to participate in field trips due to a lack of funds if the situation is brought to the attention of the principal.

Field Trips, activities, and fundraising initiatives, will need approval from the administration.

Health Services:

The Capital Health staff at the Bonnie Doon Public Health Centre provides an immunization service for our Grade 5 and 9 students. They are available to students, staff and parents for any health information, referrals or private consultation. Please phone 780 413-5666.

If a child becomes ill or is injured while at school, the school office will notify parents or, if necessary, the emergency contact stated on your registration form. If there is an emergency situation and parents cannot be contacted immediately, the school administration will act in lieu of parents to obtain medical attention at the Stollery Hospital. Parents will be contacted immediately. **It is critical for the school to have current parent contact telephone numbers for situations such as these.** Several of our staff members have first aid and CPR training.

Medical facilities are minimal at the school. Generally, if a student is too ill to stay in class or go outside for recess, he/she should be at home. This is particularly true in the case of severe colds. Students coming to school with severe colds are unable to function well at school, provide a source of infection for others.

Medication: If it is necessary for a student to have a staff member administer the medication during the daytime, the medication must be kept locked in the office. A signed letter of request from parents is required (form available in the office). **In accordance with Edmonton Public Schools our office does not have a supply of, and cannot provide medication such as Tylenol, Aspirin, or other pain medication.**

Home Groups:

Elementary students are assigned to a classroom.

Junior high students will be assigned to a Grade Group and a Family Group. The **Family Group teacher** is the primary contact for parents wishing to discuss their child's progress with a group of teachers.

Homework:

Teachers at McKernan School assign reasonable amounts of homework. It is the student's responsibility to complete the homework, but both teachers and parents can provide encouragement and support. John Hattie (2009) in his book **Visible Learning A Synthesis of over 800 Meta-Analyses Relating to Achievement (p.234)** reports that homework has a small effect on achievement in the lower grades and only begins to make a difference as the subject content becomes more complex in junior high, high school and post secondary. Of course it is not simplistic. Much depends on the nature of the homework and the time.

Illegal Substances, Contraband and Weapons:

Illegal substances and weapons are strictly prohibited. Students found in possession of illegal substances, contraband items or weapons will face a consequence as outlined in our behaviour plan. Students should not be in possession of things like lighters or matches.

Internet Use:

The school has Google ChromeBooks. All of these computers are connected to a school-wide network with access to the internet. Students are welcome to use the computers and internet service for educational purposes. Students who use the computers and internet for purposes that are not sanctioned by the school will lose their network privileges.

McKernan has school wide access to WiFi. Students who want to use their personal computers will need to ensure that they have all file share, peer-to-peer (P2P) and web hosting services disabled and have updated security patches and virus protection. Student owned devices need to be registered with the school.

Library Services:

The library and its resources are for the benefit and pleasure of all individuals in the school. Students may borrow resources from the library provided they return them by the due date. Each elementary class will have a scheduled library period each week. Students will be charged for any items borrowed from the library that are lost or damaged.

Lockers

All students in junior high will be assigned their own locker. Students will have a school provided lock for the hallway locker. Students must **keep their locker combination information confidential**.

Students have access to lockers before school, during the breaks, at noon, and after school. At these times, students must collect all materials for the upcoming classes. Students are responsible for keeping their lockers clean and neat at all times. This includes removal of marks or writing on the locker. School wide locker checks and clean-outs will be held every term and as needed throughout the year. Having a locker is privilege not a right.

Please be aware that lockers are the property of McKernan School and Edmonton Public Schools, and as such, we reserve the right to enter or check lockers, or remove locker privileges when we feel it is necessary.

Lost and Found:

Three Lost and Found boxes for clothing are located in the halls on the main floor. Clothing, footwear, lunch kits and backpacks should be labelled. Please check the boxes for any lost items as NO items are stored in the office. The leftover items will be sent to collection sites at Christmas, Spring Break and Year End.

Media Release:

Occasionally the media will come to the school to speak directly with students and for special events. This generally occurs on short notice and may result in students being on TV, on radio, or in the printed press. The media can only speak to students who have received parental permission. At the beginning of the year, all students will receive a form for parents or guardians to sign providing or denying permission for students to be involved with the media.

Out -of-Bounds:

Students are not permitted in the staff parking lot or the bicycle rack area (unless they are parking or retrieving their bike). Elementary students are required to play in the supervised area on the east and north sides of the school during recess and lunch hour.

Parent Group:

Parents and teachers are automatically members of the School Council. Its goal is to strengthen the relationship between home and school in order to improve children's education.

What is the role of the School Council?

- Involve parents in their children's education (at the levels of the school, school board and Alberta Education).
- Consult with the school administration on budgeting, programs and educational priorities. Support the school, teachers and classroom.
- The meetings will be held on the third Wednesday of each month (except December and June) at 7:00 p.m. in the staff room
- The School Council sponsors some social events in the year. BBQ held in September to celebrate the new school year AND MEET THE PARENTS.
- The Parent Advisory Council is a non-profit corporation that has been maintained as an entity separate from the School Council so that the parent body can qualify for casinos or other fundraising activities that require incorporation.
- The executive is the same as that for the School Council.

Parking:

Parking is very difficult around McKernan School.

- All local parking signs must be obeyed or you risk receiving a parking ticket.
- **There is NO student drop-off or visitor parking in the school parking lot as all spots have been paid for by staff members.**
- Please do not use the community league parking lot. Parking north of 76 Ave is restricted. There are no restrictions on parking south of 76 Ave.

Respectful Learning and Working Environments:

Edmonton Public School in co-operation with its staff groups, is committed to creating healthy, respectful learning environments for students, staff members, trustees, parent, volunteers and contractors. We recognize the worth of every person and we provide equal opportunities without discrimination. We are committed to working toward the elimination of objectionable behaviour in our schools and workplaces, and to maintaining an environment that is respectful, safe, nurturing and positive for everyone.

Smoking:

Edmonton Public Schools has a no smoking policy on all school district property. Staff, students, parents and members of the public are expected to adhere to this policy.

Time Table:

McKernan School operates on a five-day revolving timetable. Check [SchoolZone](#) for McKernan Year Calendar for Numbered Days and Events.

Vandalism:

We ask for the support of all students and parents in reducing vandalism to a minimum. The cost of repairing vandalism comes directly from money that could be spent on education.

If you see any acts of a suspicious nature around the school during the evening or on weekends, please call 780-423-4567. This is the number of the Edmonton City Police dispatcher.

Bicycles, Skateboards, Roller Blades and Scooters:

Students who ride a bike to school are required to park and lock their bike in the bicycle rack area. Students are not allowed to ride their bike on the school grounds. The bicycle racks are out of bounds unless students are parking or retrieving their bikes. **NEW - as a result of the loss of locked bicycles last year we have provided a secure fenced area at the back of the Basketball Court on the West side. The area will be locked in the morning and unlocked in the afternoon.**

Students are asked to be respectful when using skateboards, roller blades and scooters to get to school. Students must yield to pedestrians. Students must not use them on school grounds or inside the school. They must be stored in lockers. If staff members find students in violation of this guideline, items will be confiscated.

Volunteers:

Parent and community volunteers are needed and welcomed at McKernan! Talk to your child's homeroom teacher. Examples include library assistance, tutors, supervisors, and presenters. **Parents volunteering for overnight field trips or driving students require a police check.** Forms for the police check are available in the office.

Recognition and Awards:

Elementary and Junior High Students will be recognized during **Improvement-Citizenship-Excellence Assemblies**. Recognition will include certificates and draws for students who have been nominated by their teacher(s).

After each of the first two report cards are issued, recognition is given to junior high students with **HONOURS** if their overall average is 80% or higher, and **HONOURS WITH DISTINCTION** if their overall average is 90% or higher. Recognition will also be provided to students who have improved their grade from Progress Report I to Progress Report II and III.

Awards for Academic, Athletic, and Fine and Practical Arts will be presented at an **Awards' Ceremony in June**. The following special awards are also given:

- **G.L. Davies Trophy** – to the most outstanding grade 9 student who has earned distinction in academic achievement, athletics, citizenship, extra-curricular activities and leadership.
- **Sinclair Trophy** – to the grade 9 student who contributed to the school in creative, conscientious, courteous and co-operative ways.

- **Principal's Award** – awarded to a student who has greatly contributed to the school's positive atmosphere.
- **Pat Hogaboam Scholarship** – awarded to the student who demonstrates some or all of the following qualities: good listener, supportive and understanding, passionate about life, courageous in difficult situations, joyful, encourages others, smiles and good humoured, respectful and a positive role model. (\$100 Scholarship)
- **Newbell Awards** – to the top achieving student in English Language Arts, Math, Science and Social Studies at each grade level.
- **Le Prix McKernan** – to a French Immersion student for his/her enthusiasm and commitment to learning French.
- **J.H. Lummis Award for French as a Second Language** – top Student
- **Spanish Bilingual Award** - to a Spanish Bilingual student for his/her enthusiasm and commitment to learning Spanish.
- **Spanish Language and Culture** - Top student
- **H.P. Simonson Athletic Award** – to the most outstanding male and female athlete.
- **Anne Umrysh Art Award** – Top student
- **Instrumental Music Award** – Band – Patricia Brine Award for Best Musician
- **E. Ford and C. Turner Award for Technology** –Top Student
- **David Mutch Award for Construction** – Top Student
- **Al Lust Award** – Best Actor Award
- **Environmental Outdoor Education** - Top Student
- **Adele Swensen Award for Foods and Fashion** – Top Student
- **Leadership Award Grade 9** – Top Student
- **Don Garry Creative Writing Award** – Best Writer
- **Aboriginal Leadership Award** - The student for educating the school community on Aboriginal Cultural Historical and Political issues